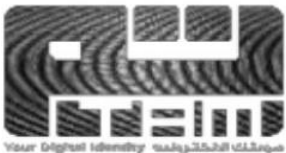




# Single Sign In for E-services User Guide



## Introduction

The Majlis Shura Portal is relying on public key infrastructure (PKI) service known as (TAM) and provided by the Information Technology Authority represented by the National Digital Certification Center to authenticate the Majlis Shura Portal services without the need to visit the Majlis Shura physically.

### What is Tam?

Tam is an Electronic Certification service provided by the National Digital Certification Center (NDCC) at the Information Technology Authority (ITA). This service enables all Omani citizens and residents to use the government electronic services and transactions in a higher level of security, authenticity and integrity to protect all e-Transactions made through ID card and/or mobile SIM card.

### Why do I need Tam?

You need Tam to prove and authenticate your digital identity to ensure processing all Majlis Shura Portal eservices in a fast and easy way, to save time, efforts and money. Tam Service is regulated by the e-Transaction law which provides citizens and residents with the level of trust needed to handle their e-Transactions as the same as paperwork and physical presence based transactions."

### What are the benefits I get from Tam?

By opting for Tam, you will enjoy the following benefits:

- Your personal data will be secured and protected.
- Authentication of your digital identity online without the need for your physical presence.
- The ability to sign any document or application electronically.
- Having eSignature valid and trusted with the same legality as regular signature.
- The ability to validate and integrate the signed documents.
- 24/7 access to government services from everywhere.
- Saving money, time and effort.



## How do I get my Tam service?

To get your Tam service, you may choose from the following options:

- Via your identity card or resident card.
- Via your mobile SIM card.

**\*Note:**

- No Subscription fee of TAM service on ID Card.
- TAM service on ID card will expire at the end of card expiry.

## Activate Tam Services on e-ID card:

Make sure that your e-ID Card is issued on 14 July **2013** or later. If issued before this date, please visit the Directorate General of Civil Status to renew it to activate your digital identity.

**Note:**

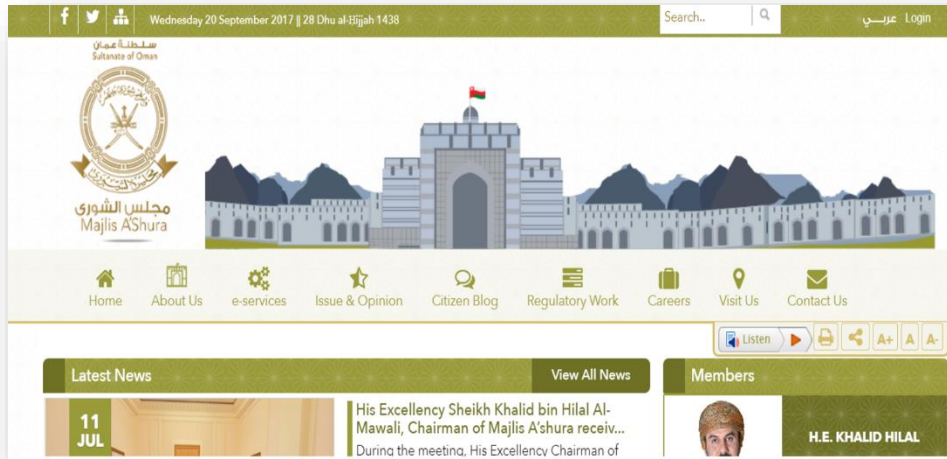
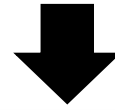
- **For Citizens:** if your ID card expires on **14 July 2018**, and later, then it has PKI digital certificates and there is no need to replace it, just activate it.
- **For Residents:** if your ID card expires on **14 July 2015**, then it has the PKI digital certificates and there is no need to replace it, just activate it.

Below explanations show login method using e-ID Card to complete your transactions:

1. Login to the organization's website: [www.shura.om](http://www.shura.om)



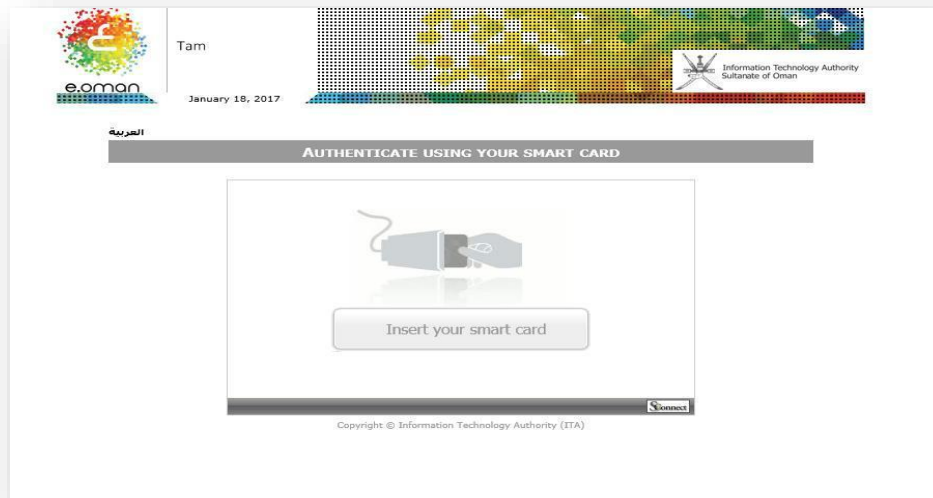
2. Go to Login.



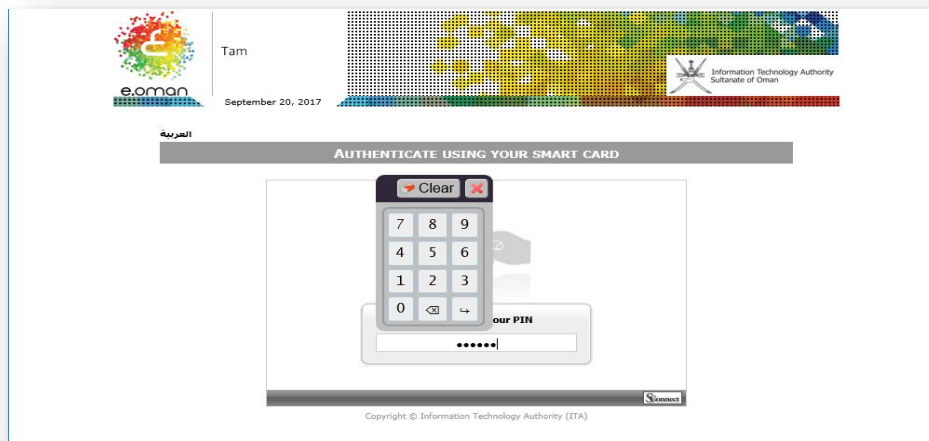
3. Go login using Smart Card.



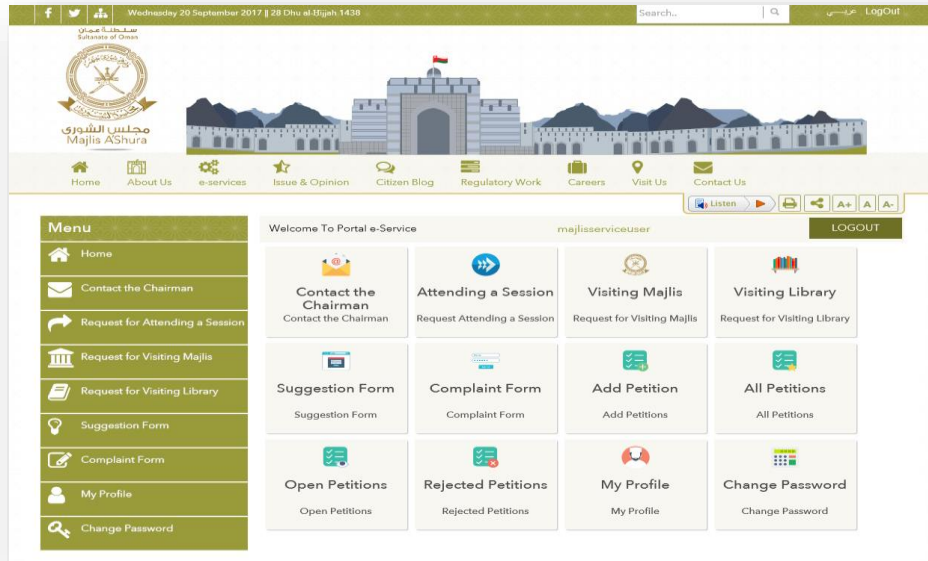
4. Insert your e-ID card in the card reader to authenticate your identity.



5. Enter PIN Number (six digits) which is the same number you entered when activating your card in ROP.



6. You will be identified automatically (as shown below), after sending your Personal information.



7. Now your transactions is complete and you logged in inside the Majlis Shura portal.